

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
DECEMBER 9, 2014**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, December 9, 2014, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Present

Also present were Police Chief J. Michael Bennett, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Personnel/Safety/Loss Control Director Cale Knies, Fire Chief/Code Enforcement Officer Kenneth Hochgesang, Director of Community Development and Planning Darla Blazey, and Clerk-Treasurer Juanita S. Boehm. City Attorney Renee Kabrick was absent.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All three board members were present, which is a majority; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on November 25, 2014 and the minutes of a special meeting held on November 25, 2014. Thereafter, a motion was made by Timothy Bell and seconded by David Prechtel to adopt both sets of minutes. Motion carried 3-0.

CLAIMS

Board members reviewed the claims from November 7, 2014 through December 4, 2014. Thereafter, a motion was made by Mayor Seitz and seconded by David Prechtel to approve the claims as distributed. Motion carried 3-0.

CUPID'S DASH

Philip Wolf, representing Southern Indiana Wolfpack, asked permission to hold a run/walk called Cupid's Dash on February 14, 2015 from 8:30 a.m. to noon with the event starting at 10:00 a.m. The route begins at the sports complex, travels north on Old Huntingburg Road, east on 12th Avenue, south on Kimball Blvd, west on County Road 100S, north on Old Huntingburg Road, then back to

the sports complex. The purpose of the event is to raise funds to be given to someone with many medical expenses.

A motion was made by Timothy Bell and seconded by David Prechtel to approve Cupid's Dash on February 14, 2015 from 8:30 a.m. to noon. Motion carried 3-0.

CITY HALL PARKING LOT

City Engineer Chad Hurm said he sought four quotes to repair and repave the city hall parking lot including the utility drive-thru radius but no quotes were received by meeting time today. Hurm asked permission to seek quotes again for this project.

A motion was made by Mayor Seitz and seconded by Timothy Bell to give the city engineer permission to re-quote the parking lot project. Motion carried 3-0.

BIDS FOR MILL WALL/BANK STABILIZATION PROJECT

At the last meeting the sole bid for the mill wall/bank stabilization project was taken under advisement. City Engineer Chad Hurm said the overall bid price from Kerns Excavating LLC was \$162,599.00. Mayor Seitz said he and Hurm met with VS Engineers who have been helping with this project to discuss the bid. Because this bid is 75%-80% over the engineer's estimate, Hurm recommended rejecting the bid.

A motion was made by Mayor Seitz and seconded by David Prechtel to reject the single bid that was received. Motion carried 3-0.

PERFORMANCE BOND BROOKSTONE ESTATES III

City Engineer Chad Hurm said Robert and Mary Jane Durcholz, developers of the Brookstone Estates III subdivision, want to extend the performance bond six months. The bond and letter of credit expire December 11, 2014. Mayor Seitz said Durcholz did not get the development done like he said he would. The City was considering calling in the bond. Since the asphalt plants have closed for the winter season, the issuer of the bond asked the City to carryover the bond until spring and use the same benchmarks the City would use if the City had to finish the development. The City needs to set benchmarks because there are other things that need to be done before paving. Timothy Bell said Durcholz needs to make sure he has done his due diligence and he needs to secure a contractor now for the work he will not do himself.

A motion was made by Mayor Seitz and seconded by David Prechtel to extend the performance bond for Brookstone Estates III for six months on condition benchmarks are agreed to in writing. Motion carried 3-0.

PERFORMANCE BOND WIND SONG ESTATES

City Engineer Chad Hurm said Robert and Mary Jane Durcholz are also the developers of the Wind Song Estates subdivision and they want to extend that performance bond for twelve months. The bond and letter of credit expire

December 11, 2014. Hurm recommended extending the performance bond for twelve months under the same conditions that were set for the Brookstone Estates III extension.

A motion was made by David Prechtel and seconded by Timothy Bell to extend the performance bond for Wind Song Estates for twelve months with milestones stated. Motion carried 3-0.

DOCUMENT CAMERA

City Engineer Chad Hurm said he and the mayor discussed the video camera system in the council chambers that needs to be repaired. The current camera would cost \$1100.00 to repair. They found a vendor that will allow the City to evaluate a document camera for thirty days to see if that method will work. If so, that option would cost \$350.00. Hurm asked permission to give the document camera a try for thirty days.

A motion was made by Mayor Seitz and seconded by Timothy Bell to give the city engineer permission to try out the camera. Motion carried 3-0.

HANDBOOK POLICIES

Personnel/Safety/Loss Control Director Cale Knies said the City is in the process of updating certain employee handbook policies. They are policies 301, 305, 307, 403, 680, 708, and 714. He asked the board to approve these updates for the police handbook and the volunteer fire department handbook. Official approval will be done by the council in the form of an ordinance.

A motion was made by Mayor Seitz and seconded by Timothy Bell to adopt the updates as presented by the personnel/safety/loss control director. Motion carried 3-0.

VOLUNTEER FIREFIGHTER RETIRES

Fire Chief Kenneth Hochgesang said Volunteer Firefighter Tim Vogt submitted a letter stating he will be retiring effective December 31, 2014. Vogt has served on the department for over thirty-one years.

A motion was made by David Prechtel and seconded by Timothy Bell to accept the retirement of Volunteer Firefighter Tim Vogt. Motion carried 3-0.

HIRE VOLUNTEER FIREFIGHTERS

Fire Chief Kenneth Hochgesang said when Vogt retires at the end of this year that will leave another opening on the department. The department has gone through the hiring process to replace several firefighters who left. He asked the board to consider hiring Leighton Hochgesang, Tyler Crays, and Henry Calderon as probationary volunteer firefighters.

A motion was made by Mayor Seitz and seconded by Timothy Bell to offer a conditional offer of employment to Leighton Hochgesang, Tyler Crays, and Henry Calderon for the position of probationary volunteer firefighter effective Monday, January 5, 2015 provided all conditional offer of employment

requirements have been met and keep five of the remaining applicants on an active eligibility list for twenty-four months. Motion carried 3-0.

RESERVE PARKING SPACES

Mayor Seitz said Lt. Governor Sue Ellspermann will be coming to city hall on Friday, December 12, 2014, for a shovel-ready site designation presentation; therefore, he would like to reserve two parking spaces near city hall for their arrival.

A motion was made by Timothy Bell and seconded by David Prechtel to approve the request. Motion carried 3-0.

RADAR QUOTES

Police Chief J. Michael Bennett presented the following quotes for a Python III radar unit:

Advanced Radio Communications

\$1350.00
150.00 less trade in
\$1200.00 after trade in

MHQ \$1390.90
Fleet Safety \$1559.95

Bennett recommended accepting the low quote submitted by Advanced Radio Communications.

Timothy Bell so moved. The motion was seconded by David Prechtel. Motion carried 3-0.

TRAFFIC SAFETY AUXILIARY OFFICER

Police Chief J. Michael Bennett said he previously received permission to replace two traffic safety auxiliary officers. Since that time, Jonathan Reed has moved out of this area and he would like to replace that officer as well.

A motion was made by Mayor Seitz and seconded by Timothy Bell to amend the interview session and add a third auxiliary officer. Motion carried 3-0.

ONE-TON TRUCK QUOTES

Street Commissioner Raymond Eckerle said he sought quotes for a 2015 one-ton truck with dump bed. A 2005 Chev 3500 dump truck with snow plow will be traded in. City Engineer Chad Hurm opened the following quotes:

Sternberg Ford	Bob Luegers Motors
\$39,960.56	\$48,250.00
<u>-10,000.00</u> trade in	<u>-19,350.00</u> trade in
\$29,960.56 net price	\$28,900.00 net price

Ruxer Ford
\$39,233.00
-10,500.00 trade in
\$28,733.00 net price

Uebelhor and Sons-no quote
Meyer Truck Equip-no quote

Because the street department needs to know for which truck they need to seek snow plow quotes, Eckerle recommended accepting the low quote submitted by Ruxer Ford as long as it meets the specifications.

A motion was made by David Prechtel and seconded by Timothy Bell to allow the street department to obtain quotes for a snow plow after they know which truck will be purchased. Motion carried 3-0.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the low quote from Ruxer Ford for a one-ton truck. Motion carried 3-0.

AUDIO VISUAL EQUIPMENT QUOTES

Street Commissioner Raymond Eckerle said he sought quotes for audio visual equipment to be installed in the training room. City Engineer Chad Hurm opened the following quotes.

Uebelhor TV	\$2,800.00
Video Tech	\$2,387.00
Audio World	\$2,302.80

A motion was made by Mayor Seitz and seconded by David Prechtel to permit the street department to review the quotes and if it meets the specifications, accept the low quote. Motion carried 3-0.

SECURITY CAMERA SYSTEM QUOTES

Street Commissioner Raymond Eckerle said he sought quotes for a security/surveillance camera system for the street department area. City Engineer Chad Hurm opened the following quotes.

Advanced Radio Communications	\$11,174.56 base quote
Advanced Radio Communications	\$18,317.85 alternate quote #1
Advanced Radio Communications	\$16,791.17 alternate quote #2
Video Tech	\$10,389.93 base quote
Video Tech	\$17,305.93 alternate quote
Astro Security Inc	no quote submitted

A motion was made by Mayor Seitz and seconded by David Prechtel to take the quotes under advisement. Motion carried 3-0.

RUBBISH AND TREE LIMB GRINDING QUOTES

Street Commissioner Raymond Eckerle said quotes were sought for the grinding of collected trees, limbs, and yard waste. A surveyor determined 5,140

cubic yards were stockpiled at the resource recovery site as of October 31, 2014. Quotes were sought for the cost of grinding 5,140 cubic yards plus a unit price to grind anything that was collected after the piles were measured by the surveyor.

City Engineer Chad Hurm opened the following quotes:

Contractor	Quote	unit price
Forest Commodities Inc	\$22,949.00	\$2.85 cu yd
Koetter & Smith Inc	\$16,998.00	\$2.94 cu yd
Brewer Farms Inc	\$13,450.00	\$1.45 cu yd
Kramer's Land Clearing	no quote submitted	
Team Tree Inc	no quote submitted	

A motion was made by David Prechtel and seconded by Timothy Bell to accept the low quote submitted by Brewer Farms. Motion carried 3-0.

ANNUAL SUPPLY BIDS FOR 2015

On November 25, 2014, the annual supply bids that were submitted were taken under advisement so they could be reviewed. The following recommendations were made.

Item #1 Crushed Stone

Street Commissioner Raymond Eckerle recommended accepting the low quote that was submitted by Cave Quarries.

A motion was made by Mayor Seitz and seconded by David Prechtel to accept the quote submitted by Cave Quarries for Item #1. Motion carried 3-0.

Item #2 Bituminous Material

Street Commissioner Raymond Eckerle recommended accepting the low quote that was submitted by Cal-Car Paving Company.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the bid from Cal-Car Paving for Item #2. Motion carried 3-0.

Item #3 Bituminous Patching Material

Because the City reserves the right to award the bid to one or more bidders depending upon availability, Street Commissioner Raymond Eckerle recommended awarding Item #3 to both bidders, Cave Quarries and J.H. Rudolph & Co., using the lowest bidder first with the option to use other bidders based on location and availability.

A motion was made by Mayor Seitz and seconded by David Prechtel to accept the recommendation of the street commissioner to use Cave Quarries and J.H. Rudolph and Co. for Item #3. Motion carried 3-0.

Item #4 Concrete Paving Material No bids were received

Item #5 Concrete & Flowable Fill

Street Commissioner Raymond Eckerle recommended using the bids that were submitted by IMI and Central Concrete based on small load charges, fuel surcharges, and availability.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the street department's recommendation for Item #5 and award to Central Concrete and IMI Southwest. Motion carried 3-0.

Item #6 Gasoline,unleaded, 10% Ethanol – All Grades

Street Commissioner Raymond Eckerle recommended accepting the low bid that was submitted by Ackerman Oil Company.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the street department's recommendation and award the bid to Ackerman Oil for Item #6. Motion carried 3-0.

Item #7 Diesel Fuel-Premium Grade-15 PPM Sulfur Fuel-Dyed and Clear

Street Commissioner Raymond Eckerle recommended accepting the low bid that was submitted by Ackerman Oil Company.

A motion was made by Mayor Seitz and seconded by David Prechtel to accept the street department's recommendation and award the bid to Ackerman Oil for Item #7. Motion carried 3-0.

Item #8 Supply 500 gallons or more of all grades of gasoline or diesel. FOB supplier location. Access to fuel 24 hours per day, every day of the year

Street Commissioner Raymond Eckerle recommended accepting the low bid that was submitted by Ackerman Oil Company. Synenergy Partners does not have fuel access located in Jasper; therefore, their bid did not meet the specifications.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the recommendation of the street department and award the bid to Ackerman Oil for Item #8. Motion carried 3-0.

Item #9 Towing of illegally parked and abandoned vehicles

Street Commissioner Raymond Eckerle said Police Chief J. Michael Bennett recommended accepting all four towing bids that were listed as no charge to the City.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the recommendation of Police Chief J. Michael Bennett for Item #9 and award to all four bidders. Motion carried 3-0.

Item #10 Concrete Sidewalk Replacement Program

Street Commissioner Raymond Eckerle said there was one bid for Item #10 and City Engineer Chad Hurm recommended accepting that bid that was submitted by Ralph Schroering Construction.

A motion was made by Mayor Seitz and seconded by David Prechtel to accept the recommendation to contract with Ralph Schroering for Item #10. Motion carried 3-0.

REPORTS

Leaf pick up. Street Commissioner Raymond Eckerle said this is the last week for loose leaf curbside collection. If anyone has leaves that need to be picked up after this week, the leaves will need to be in a bag or container and will be picked up during the regular rubbish collection schedule.

Road salt. Eckerle reported that the City received its road salt order. We have approximately 1200-1300 tons on hand.

Donation. Mayor Seitz acknowledged the \$5,000 donation the fire department received from MasterBrand to recognize one of its employees who noticed a house fire and made the downstairs occupants aware of the situation. Fire Chief Kenneth Hochgesang said the donation was placed in the Fire Truck Donation Fund.

ADJOURNMENT. There being no further business to come before the board, a motion was made by David Prechtel and seconded by Timothy Bell to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 9:08 a.m.

The minutes were hereby approved _____ with X without corrections or clarification this 23rd day of December, 2014.

Mayor Terry Seitz, Presiding Officer

Attest: _____
Juanita S. Boehm, Clerk-Treasurer